

# HOT SHEET

APPROVED 3/10/2020 2:00 PM

## Serving Congregate Meals

### What steps should organizations take if they serve congregate meals?

- Any food servers or other shelter staff should not be working if they are sick.
- All staff should follow good, basic health practices:
  - Wash hands frequently with soap and water for 20 seconds. If soap and water aren't available, use hand sanitizer with at least 60% alcohol.
  - Clean surfaces frequently, including tables, chairs, and doorknobs. Standard cleaning products are effective against COVID-19.
- If possible, consider having bagged meals for pick-up.
- Communicate to clients that they should not come inside for a congregate meal if they are experiencing symptoms (fever, coughing, difficulty breathing). Please find alternate ways for sick clients to receive food, such as pick up of bagged meals.
- Provide handwashing for clients before they get food.
- As much as possible, put physical space between clients so that there is less close contact between people. This might mean asking clients to stand further apart while waiting to receive food and sitting further apart from one another while eating. Keeping six feet apart is ideal, but encourage clients to stay at least an arm's length away from each other whenever possible.
- Promote covering coughs and sneezes with an elbow.